



# Inside SAIS

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**Arizona Department of Education**  
**Management Information Systems**

1535 West Jefferson  
Phoenix, Arizona 85007

## Good News!

ADE intends to enforce only the 10 mb file size limit for files uploaded to Student Detail. (Originally ADE intended to reject files that exceed 10mb or 10,000 transactions.) This change will be implemented from October 1, 2003.

Minor updates to the SAIS requirements documents are available at <http://www.ade.az.gov/Sais/saisdbdocs.asp>. The changes are listed in each document's Revision section.

## Coming soon!

Watch for a 'Known Issues', and 'Planned Enhancements with Timelines' page on our website. It will highlight SAIS issues of which ADE is aware, and their status.

## Default Dates

**Please Note:** All default dates on SAIS are now Fiscal Year 2004. If you are still uploading/reviewing Fiscal Year 2003 data, remember to change the Fiscal Year to 2003!

## FY 2004 Data

You can begin uploading SAIS data for FY 2004 as soon as school has started and you feel your data has *settled*.

### Please Remember

- SAIS expects to receive enrollments only for students who actually show up and attend your school.
- The Enrollment date is the first day of attendance for the student.
- A student cannot be absent for the entire day on his enrollment date.
- You CAN and should start submitting your Needs data (ELL, SPED etc) as soon as students are enrolled in these programs.
- Get into a routine
  - Upload files regularly
  - Check results of uploads and correct errors
  - Check Integrity results and correct errors

In this way you will keep your data clean, correct and up to date!!

## Changes to FY2003

### What happens after 8/15/2003 when I need to change my FY 2003 SAIS Data?

FY 2003 files uploaded to Student Detail from 8/16/2003 onwards will be rejected with an appropriate message. The LEA will then have to contact School Finance to get permission to upload the required file(s). When School Finance grants this permission, they will set an override which will then allow the LEA to upload the file(s).

## New SPED Rules

### New SPED validation rules implemented for FY 2004

If a student has concurrent SPED services in the following groups, the student will fail integrity. In other words, a student can only be receiving services for ONE of the Needs grouped below at any given point at a school.

A - ED - EDP

MD - MDSSI

MIMR - MOMR - SMR

## Help for You

### Useful information on Basic SAIS Transactions and SDADMS72 report

The Tempe RTC has put together a useful document containing details and explanations of some basic SAIS transactions. View this document at

<http://rtc.asu.edu/SAISBasics.pdf>

<http://rtc.asu.edu/72.pdf> has useful information on the SDADMS72 report.